

Who does what

A local theatre group approaches you to direct one of their productions next year. Make sure you know who's doing what from the beginning. A division of labour and jobs go a long way to successfully manage time.

There should be a producer, designers, stage manager, and technical director. People may not use the official titles but those jobs need to be done and preferably not by you unless you choose to do so.

I strongly recommend that you have a separate stage manager.

If the community theatre company doesn't already have them, get job descriptions for each of the key positions, including yours, and be certain everyone agrees on them. The company may have a set way of doing things or may be very fluid from show to show.